

HRG Memorandum 15-21



To: KEHP Human Resource Generalists (HRGs)

From: Department of Employee Insurance (DEI)

Re: Open Enrollment for PY 2016

Date: August 20, 2015

Commonwealth of Kentucky
Personnel Cabinet
Department of Employee Insurance
2nd Floor, State Office Building
501 High Street
Frankfort, Kentucky 40601

Website kehpn.ky.gov

The Department of Employee Insurance is working to make this another successful Open Enrollment for our HRGs and members. Open Enrollment starts on October 12 and ends on October 26. Although many details are not final, we have dates for Open Enrollment Training and Benefit Fairs that we can share for your planning purposes.

This Open Enrollment is not a passive or active but more of a hybrid. The chart below outlines who must enroll and who does not have to enroll.

Do you have to enroll for Plan Year 2016?

YES	NO
<ul style="list-style-type: none">You want to <u>change</u> your health insurance plan option; examples:<ul style="list-style-type: none">You are in Standard PPO now and you want to move to LivingWell PPOYou have a single plan now and you want to add your dependents	<ul style="list-style-type: none">You want to <u>keep</u> your current health insurance plan optionNote: if you choose to keep a LivingWell Promise plan, you must complete the LivingWell Promise requirements for 2016
<ul style="list-style-type: none">You want to elect or keep the Waiver HRA with HRA dollars (General Purpose HRA)	<ul style="list-style-type: none">You currently have a Waiver Dental/Vision HRA with HRA dollars and you want to keep it
<ul style="list-style-type: none">You want to elect a Healthcare FSA	<ul style="list-style-type: none">You are a return-to-work retiree from KRS, KTRS, Legislative/Judicial, under age 65 and you want to <u>keep</u> your current health insurance plan option with your active agency
<ul style="list-style-type: none">You want to elect a Dependent Care FSA	

Open Enrollment Training

Open Enrollment training for our HRGs starts on September 14 and ends on September 29 (9:00am to 3:00pm). An invite for the training with registration instructions is going out on Monday; watch for an email from Margaret Hensley.



Benefit Fairs

Benefit Fairs start on October 1 and end on October 20. See the attached schedule for the fair closest to you. We are very excited again to offer web enrollment kiosks at all locations. This has proven to be a beneficial service and we encourage you to get the message out to your members to stop by for one-on-one assistance with enrolling.

As more information becomes available, we will send out Open Enrollment updates.

